



CHILD CARE AND DEVELOPMENT FUND PLAN

FOR CALIFORNIA

FFY 2000-2001

This Plan describes the CCDF program to be conducted by the State for the period 10/1/99 – 9/30/01. As provided for in the applicable statutes and regulations, the Lead Agency has the flexibility to modify this program at any time, including changing the options selected or described herein.

The official text of the applicable laws and regulations govern, and the Lead Agency acknowledges its responsibility to adhere to them regardless of the fact that, for purposes of simplicity and clarity, the specific provisions printed herein are sometimes paraphrases of, or excerpts and incomplete quotations from, the full text.

Public reporting burden for this collection of information is estimated to average 4 hours per response, including the time for reviewing instructions, gathering and maintaining the data needed, and reviewing the collection of information.

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(Form ACF 118 Approved OMB Number: 0970-0114 expires 05/31/2000)

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Public reporting burden for this collection of information is estimated to average 30 hours per response, including the time for reviewing instructions, gathering and maintaining the data needed, and reviewing the collection of information.

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AMENDMENTS LOG

Child Care and Development Services Plan for CALIFORNIA

For the period: 10/1/99 -- 9/30/01

[illegible]

Instructions:

- 1) Lead Agency completes the first 3 columns and sends a photocopy of this Log (showing the latest amendment sent to ACF) and the amended section(s) to the ACF Regional contact. A copy of the Log, showing the latest amendment pending in ACF, is retained in the Lead Agency's Plan.
- 2) ACF completes column 4 and returns a photocopy of the Log to the grantee.
- 3) The Lead Agency replaces this page in the Plan with the copy of the Log received from ACF showing the approval date.

Note: This process depends on repeated subsequent use of the same Log page over the life of the Plan. At any time the Log should reflect all amendments, both approved and pending in ACF. The Lead Agency is advised to retain those "old" plan pages that are superseded by amendments in a separate appendix to its Plan.



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PART 1 -- ADMINISTRATION

The agency shown below has been designated by the Chief Executive Officer of the State (or Territory), to represent the State (or Territory) as the Lead Agency. The Lead Agency agrees to administer the program in accordance with applicable Federal laws, regulations and in accordance with the provisions of this Plan, accordance with the provisions of this Plan, including the assurances and certifications appended hereto. (658D, 658E)

1.1 Lead Agency Information:

Name of Lead Agency: California Department of Education (CDE)
Address of Lead Agency: 721 Capitol Mall Sacramento, California 95814
Name and Title of the Lead Agency's Administrator: Delaine Eastin, Superintendent of Public Instruction
Phone & Fax Numbers: Phone: (916) 657-4766 Fax: (916) 657-3000

1.2 State Child Care (CCDF) Contact Information:

Contact for State Child Care (CCDF): Michael Silver, Administrator
Address of State Child Care Contact: 560 J Street, Suite 220 Sacramento, CA 95814
Phone & Fax Numbers: Phone: (916) 324-8296



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Fax: (916) 323-6853

- 1.3 The Lead Agency estimates that the following amounts will be available for child care services and related activities during the 1-year period: October 1, 1999 through September 30, 2000. (§98.13(a))

Federal Child Care & Development Fund: \$648,182,039.

State Maintenance of Effort and Matching Funds: \$228,152,306.

- 1.4 The Lead Agency estimates that the following amount (or percentage) of the CCDF will be used to administer the program: \$6,842,000. (§98.13(a))

- 1.5 Does the Lead Agency directly administer and implement all services, programs and activities funded under the CCDF Act, including those described in Part 5 – Activities & Services to Improve the Quality and Availability of Child Care?

() Yes. – GO to Section 1.8.

(X) No, and the following describes how the Lead Agency maintains overall control when services activities are provided through other agencies. (658D(b)(1)(A), §98.11)

The CDE maintains overall administrative control and oversight responsibilities using the following procedures:

- A. Negotiation, issuance and execution of contracts, grants or interagency agreements.
- B. Provision of technical assistance to contractors, grantees and public agencies.
- C. Monitoring of fiscal and service data reports required to be submitted by contractors, grantees, or other public agencies.
- D. Reviewing fiscal and compliance audits required to be submitted by contractors, grantees, or other public agencies for final close-out of contracts and grants. State agencies are audited by the Bureau of State Audits.



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- E.1. Review of each child care and development service contractor at the local level by CDE or other authorized representatives using the following procedures:
- (a) Exemplary Program Standards annual self-review. Pending the completion of a Desired Results-Based Evaluation system, validation reviews of the Exemplary Program Standards self-reviews will only be conducted on the basis of complaints received about a specific program.
 - (b) Requirements contained in interagency agreements.
2. Review of contractors or grantees providing quality improvement activities will include:
- (a) Review of monthly invoices and progress reports.
 - (b) Review and approval of materials during development and prior to final production.
 - (c) Review of training plan and observation of training activities. Review of client evaluations of training activities.
 - (d) Contract for periodic independent evaluations of the efficiency and effectiveness of all major quality improvement activities as they relate to the Desired Results for children and families and Program Performance Standards.

1.6 For **child care services** funded under §98.50 (i.e., certificates, vouchers, grants/contracts for slots **based on individual eligibility**), does the Lead Agency itself:

- Determine individual eligibility of non-TANF families? YES___ NO X
If NO, identify the name and type of agency that determines eligibility of non-TANF families for child care:

Eligibility for services of non-TANF families is determined by the local child care and development agency that is under contract with CDE.



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Determine individual eligibility of TANF families? YES___ NO X
If NO, identify the name and type of agency that determines eligibility of TANF families for child care:

The California Department of Social Services (CDSS) through CWDs and/or local child care and development agencies under contract with CDE.

- Assist parents in locating child care? YES___ NO X
If NO, identify the name and type of agency that assists parents:

Child Care Resource and Referral agencies located in every county of California.

- Make payments to providers? YES___ NO X
If NO, identify the name and type of agency that makes payments:

Agencies that make payments to providers include:

- CDSS (TANF agency) through CWDs.
- Alternative Payment Programs (APPs) under contract with CDE.
- CDE to programs under contract to provide direct services.

- 1.7 Is any entity named in response to section 1.6 a non-governmental entity?
() No.
(X) Yes, the following entities named in section 1.6 are nongovernmental:

Private nonprofit and private-for-profit contractors, including direct service providers, alternative payment agencies, and resource and referral agencies.

Section 1.8 - Use of Private Donated Funds

- 1.8.1 Will the Lead Agency use private donated funds to meet a part of the matching requirement of the CCDF pursuant to §98.53?



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-
- (X) No. GO TO 1.9.
() Yes, and the entity designated to receive private donated funds is:

Name of entity:

Address:

Contact:

- 1.8.2 Is the entity designated to receive private donated funds (named above) a non-governmental agency? (§98.11(a))

() Yes.

() No.

Section 1.9 - Use of State Pre-Kindergarten (Pre-K) Expenditures

- 1.9.1 During this plan period, will State expenditures for Pre-K programs be used to meet any of the CCDF maintenance of effort (MOE) requirement?

(X) No.

() Yes, and the State assures that its level of effort in full day/full year child care services has not been reduced, pursuant to §98.53(h)(1).

- 1.9.2 During this plan period, will State expenditures for Pre-K programs be used to meet any of the CCDF Matching Fund requirement?

(X) No.

() Yes, and the following describes State efforts to ensure that pre-K programs meet the needs of working parents (§98.53(h)(2)):

- 1.9.3 Will the State use Pre-K expenditures to meet more than 10% of the:

Maintenance of effort requirement, OR
Matching fund requirement?

If "No" to both, CHECK HERE (X).

If "Yes" to either, the following describes how the State will coordinate its Pre-K and child care services to expand the availability of child care (§98.53(h)(4)).



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PART 2 -- DEVELOPING THE CHILD CARE PROGRAM

Section 2.1 – Consultation:

Describe the consultations the Lead Agency held in developing this Plan. At a minimum, the description must state what representatives of local governments (including tribal organizations when such organizations exist within the boundaries of the State) were consulted. (658D(b)(2), §98.12(b), §98.14(b))

Since passage of the Personal Responsibility and Work Opportunity Reconciliation Act (PRWORA) in 1996, the CDE has developed ongoing consultative relationships with various state and local agencies affected by the State Plan. The CDE maintains a collaborative relationship with the CDSS in order to establish consistent State policies for the purpose of achieving a seamless system of child care services in California. At the policy level, a CalWORKs Principals Group was established that meets at least bimonthly to address funding, programmatic and quality issues. Participants include management staff from: CDE's Child Development Division; CDSS' Child Care Programs, Work Services and Demonstration Projects Branch, and Community Care Licensing Division; and the California Community Colleges Chancellor's Office. Principals Group members also serve on subgroups that deal with issues including data collection, consumer education, health and safety requirements, and quality improvement activities, and bring issues to the Principals Group to provide progress updates and to obtain policy decisions that govern the administration of the program.

At the staff level, a Child Care Workgroup consisting of representatives from CDE, CDSS, Child Care Resource and Referral agencies, CWDs, and APPs meets monthly. This ongoing collaboration results in the generation of new ideas for the improvement of the quality and delivery of child care services, and for the identification and elimination of barriers for families. The Child Care Workgroup forwards policy issues to the Principals Group as they arise. Supporting this work, a separate meeting of state staff from CDE and CDSS, known as the CalWORKs Implementation Team, meets semi-monthly. CDE and CDSS management also meet monthly with the Child Care Technical Resource Team of the County Welfare Directors Association to exchange ideas about how the child care service delivery system can be improved to meet existing need, which in turn provides guidance on issues to be considered in developing the CCDF State Plan.



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CDE has established an ongoing communication mechanism with all tribes in California, both CCDF-funded and otherwise, in order to facilitate and consult on the delivery of services to all children and families in the State. CDE staff and tribal representatives meet annually to discuss mutual concerns, and tribal representatives fully participate in the Head Start – State Collaboration Advisory Committee in which child care issues and barriers are identified and resolved.

In addition to receiving input from the collaborations and consultations described above, the Governor, in his proposed State Budget for fiscal year 1999-2000, identified the administration's priorities for expenditure of funds to improve the quality and availability of child care. The Governor's priorities for improving the quality of child care included:

- (a) Increased support for local child care and development planning councils to guide the expansion of child care availability at the local level.
- (b) Funding for regional resource centers to develop child care capacity in underserved areas.
- (c) Funding to support increased Trustline activities to help ensure the safety of children in license-exempt child care.
- (d) Funding to distribute pre-kindergarten reading and development guidelines and to train child care providers in their use.

Section 2.2 - Coordination of Services:

Describe the results of coordinating the delivery of CCDF-funded child care services with other Federal, State, tribal (if applicable), and local child care, early childhood development programs and the agencies specified at 45 CFR 98.14(a)(1)(A)-(D). (658D(b)(1)(D), §98.12, §98.14(a)(2))

The CDE coordinates the delivery of subsidized child care and development services in California with the following State and local organizations:

- A. Employment Programs, Community Care Licensing and Child Welfare Branches of the CDSS through the Implementation Workgroup described in Section 2.1 above.
- B. California Head Start Association through the activities of the Head Start Collaboration Grant. Members of the Head Start Collaboration Grant Advisory



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Committee, which is convened by the CDE, include representatives of: CDSS Employment Programs and Community Care Licensing Branches, Department of Health Services, Child Nutrition Programs, Special Education, Head Start Quality Improvement Center (QIC) and Quality Improvement Center for Disability Services (DIS-QIC) contractors, Tribal and Migrant Head Start Associations.

- C. CDE staff attend monthly meetings of the Child Development Policy Advisory Committee, a statutorily-created entity under the Governor. The State Superintendent of Public Instruction is a member of this entity, and the Director of the Child Development Division is the Superintendent's designee. CDE participates in various workgroups to address CCDF implementation issues. This has resulted in wider dissemination of information, greater consistency of policy direction on a statewide basis, and greater understanding among all key players in the State about child care issues.
- D. The CDE also coordinates activities related to health and safety issues with the Healthy Child Care America Project sponsored by the U.S. Department of Health and Human Services, Child Care Bureau and the Maternal and Child Health Bureau and administered locally by San Diego State University.
- E. The CDE coordinates child care and development services with tribal organizations by providing information and access to the State's child care and development services and training programs, complimentary dissemination of training materials, and use of the Trustline clearance of license-exempt tribal child care providers.
- F. The CDE works closely with the CDSS which is the designated TANF agency in California. The Department of Social Services, via CWDs in all fifty-eight counties in the State, coordinates with the Employment Development Department, which is the agency responsible for providing employment-related services in California.
- G. The CDE works with county offices of education, school districts, and private schools to coordinate the delivery of child care and development services throughout the State. Before and after-school child development services are provided at school sites wherever possible. In recent years, the growing need for and concern about high quality before and after-school programs has resulted in a significant increase in funding for those programs. The State's new After School Learning and Safe Neighborhoods Partnership Program enacted and funded last year, provides safe, constructive alternatives for students in grades K-9. Funds are available for local after school programs, which offer both an education and a literacy component in



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core subject areas, and an enrichment component involving a broad range of youth development activities. Programs will utilize a collaborative planning process that involves parents, youth, governmental agencies, cities, counties, park and recreation departments, community organizations and the private sector.

- H. CDE understands the importance of linking children and families with continuous and accessible health care services. For this reason, the CDE works closely with the California Department of Health Services to create and maintain the linkage between child care and health care. In California, the State provides for pregnant women and children services through a variety of programs including Medi-Cal, Access for Infants and Mothers (AIM) and the Healthy Families Program (HFP). Together, these three programs cover children up to 200 percent of the federal poverty level and pregnant women and their infants up to 300 percent of the federal poverty level.

The link between health care and child care is made even stronger by the requirement that children be age-appropriately immunized before being enrolled in child care settings. Because of the growing concern about the proper immunization of children, the departments of Health, Social Services, and Education have worked to achieve the result of higher immunization rates among children. Recently, the Department of Health Services published the results of the survey from the fall 1998, Child Care/Head Start Assessment. The results show that 93.6% of children in California child care centers had completed the newly-required three-dose hepatitis B vaccine series. The percentage of children fully immunized upon enrollment increased to 91.2%, which is a significant increase from the 85% of children entering child care fully immunized during the previous year. These excellent outcomes are a direct result of continuing partnership and coordination among the CDSS, Community Care Licensing Division, the California Department of Health Services, Immunization Branch, and the Child Care Health Program funded by the CDE.

This partnership between the child care community and the health care community will be maintained and enhanced with the funding of the California Child Care Health Line which is a toll-free telephone line to provide parents and child care providers consultation on children's health and safety issues. This telephone line is answered by pediatric health professionals. The Healthline receives 200 to 300 calls per month. The average length of each call is 15 minutes.

- I. CDE supports the overall coordination of child care services at the local level through Child Care and Development Local Planning Councils (LPCs) established



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in each county. The Legislature recently gave LPCs both the mandate and the funding to conduct county child care needs assessments and to prepare plans to address identified needs. These assessments must include information on the supply and demand for child care, including the need for both subsidized and nonsubsidized care. The CDE is providing guidance and technical assistance to the LPCs as they develop their needs assessments. The Department will utilize all of the collected data from the needs assessments to obtain a statewide picture of child care need.

- J. CDE is in close coordination with many public and private agencies and organizations concerning the services and programs to be funded with CCDF funds. Public and private agencies include: colleges and universities, training consortia, family child care associations, and resource and referral programs. As a result of this ongoing coordination, funding has brought about significant increases in the quantity and quality of child care in California. Eighty community colleges participate in the Child Development Training Consortium. In the last fiscal year, 7,857 students participated, earning a total of 49,754 units of college course credit. Sixty-two community college participate in the California Early Childhood Mentor Program. In the last fiscal year, 406 mentors worked with 992 students in training. Seventy-one resource and referral programs provided health and safety training to 15,460 individual during the preceding fiscal year.

Section 2.3 - Public Hearing Process:

Describe the Statewide public hearing process held to provide the public an opportunity to comment on the provision of child care services under this Plan. At a minimum, the description must include the date(s) of the hearing(s), how and when the public was notified Statewide of the hearing(s), and the hearing site(s). (658D(b)(1)(C), §98.14(c))

In April 1999, the CDE prepared a draft of the proposed CCDF State Plan. The draft of the complete proposed Plan was mailed to all Child Care Resource and Referral Program agencies in California, and to all fifty-eight county Child Care and Development LPCs. The draft State Plan was also available on the CDE Internet website.

A separate announcement of public hearing locations, dates and times, together with a brief summary of the Plan and notification of where complete Plan drafts could be reviewed, was mailed to the following: all Resource and Referral agencies, LPCs, CDE contractors, CWDs, county offices of education, school districts, tribal organizations, community college early childhood education departments, Child Development Training Consortium members, Early Start programs, PTAs, California Children's Roundtable



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members, public universities and colleges, child development professional organizations, a list of interested parties, educational organizations, California School Age Consortium (CSAC), and Head Start grantees within California.

Three public hearings were held in California as follows:

May 25, 1999, State Office Building 8 Auditorium, 714 P Street, Sacramento

May 26, 1999, Diagnostic Center Conference Room, 1818 West Ashlan Avenue, Fresno

May 27, 1999, William Bristol Civic Center Auditorium, 16600 Civic Center Drive, Bellflower

Announcements of the State Plan Public Hearing dates and locations also included an invitation to submit comments via mail, fax or e-mail for those persons who reviewed the draft Plan and were unable to attend one of the public hearings.

Section 2.4 - Public-Private Partnerships:

Describe the activities, including planned activities, to encourage public-private partnerships which promote private-sector involvement in meeting child care needs. (658D(b)(1), §98.14(a)&(b))

Child Care Initiative Project:

The Child Care Initiative was created in 1985 to address the shortage of licensed, quality family child care in California. The Initiative is conducted by the nonprofit California Child Care Resource and Referral Network through the State and federally funded resource and referral programs throughout the state. State General Funds are matched on a 2-1 basis with private corporate or foundation funds. The Initiative funds are used to implement a five-stage family child care supply building process. This process includes: assessing local supply and demand for child care services to target specific geographic areas in need of additional services; recruiting interested individuals who have the potential to become licensed family child care providers; training these individuals to provide quality care and to manage a small business effectively; providing technical assistance to help them get licensed and begin operation; and providing on-going support so the providers will stay in operation. In 1996, the Child Care Initiative Project was expanded using new CCDBG quality improvement funds. A private match is not required for the CCDBG portion of the Child Care Initiative Project. During the



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last fiscal year, 459 new providers were recruited, 856 were trained, and 1,609 new child care spaces were created.

Program for Infant/Toddler Caregivers:

This is a comprehensive, multi-media training program for trainers of infant/toddler caregivers. The Program for Infant/Toddler Caregivers (PITC) was developed and is being implemented through a collaborative relationship between the CDE and WestEd. Funds used to develop the PITC included State General Fund Carryover dollars, WestEd funds, and grants from several private foundations including the Carnegie Foundation, Ford Foundation, and Irving Harris Foundation. PITC training materials are jointly owned by CDE and WestEd. Proceeds from the sale of the products are used by the PITC to update existing materials, create additional training resources, and support training activities. CCDF funds are also used in California to support annual training of a minimum of 240 new trainers and to conduct graduate seminars for endorsed PITC trainers every two years. On-line support of PITC training participants and graduates is also provided through an Internet distribution list. Numerous other states and the Migrant Early Head Start programs have also received the benefit of the PITC training over the past several years.

Advancing Careers in Child Development: California's Plan:

This multi-year project has been funded by the David and Lucille Packard, Conrad N. Hilton, James Irvine and Ralph M. Parsons, and the Cowell and San Francisco Foundations to develop strategies and combat structural barriers to recruiting, training, and retaining child care and development providers. Current funding is through the David and Lucille Packard Foundation. CDE has contributed both funding and professional staff resources to support the various activities which have resulted in a new career ladder matrix and associated child development permits. The CDE has also linked the results of both the Advancing Careers Project and the study of compensation conducted by the American Institute of Research in an effort to improve both the quality of child care and development services and the compensation of staff providing these services. Recently, compensation guidelines were disseminated.

Facilities Loan Guarantee and Direct Loan Fund Programs:

California is in the process of implementing loan guarantee and direct loan programs to obtain, maintain, or expand child care facilities. These programs are the result of collaborative efforts between the CDE, the Department of Housing and Community



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Development, and various banks. The programs provide either a loan guarantee in an amount up to eighty percent of the loan or a direct loan in an amount of up to fifty percent of the cost to be financed. The priority of these programs is for services to children from low-income housing.

Capacity Building:

In 1999, CDE allocated \$10 million for capacity building activities in twenty-one counties determined to have the most low-income families underserved by child care. The capacity building program is being conducted by twenty-four agencies for an eighteen-month period (January 1, 1999, through June 30, 2000). There are a variety of capacity building activities in this program, including outreach and recruitment of family child care home providers; training of children's center teachers; and renovation, repair, and expansion of child care facilities designed to increase the capacity and/or quality of child care in the designated counties.

Other public-private partnerships:

The Local Child Care and Development Planning Councils and the Child Development Program Quality Consortia are charged with increasing public-private partnerships through encouraging agencies and businesses to become members of their groups. These groups share information and work together to promote awareness of child care issues with the goal of improved quality and service.



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CDE's new child development consumer education campaign is specifically focusing on increasing the involvement of private child care programs and private businesses by joining with CDE in increasing awareness about the importance of quality child care. The campaign is currently working on fostering private partnerships with the Packard Foundation, Mervyn's Department Stores, and Target Stores to help get the campaign's message out to the public.



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PART 3 -- CHILD CARE SERVICES OFFERED

Section 3.1 - Description of Child Care Services:

REMINDER: The Lead Agency must offer certificates for services funded under 45 CFR 98.50. Certificates must permit parents to choose from a variety of child care categories including center-based care, group home care, family child care and in-home care. (§98.30(f))

3.1.1 In addition to offering certificates, does the Lead Agency also have grants or contracts for child care slots?

() No.

(.X.) Yes, and the following describes the types of child care services and the range of providers that will be available through grants or contracts: (658A(b)(1), 658P(5)&(6), §98.50(b), §98.16(g)(1)),

A full range of child care and development services will be available throughout the state through direct service contracts with center-based and family child care home networks, and certificate programs (APPs and CWDs). Certificate programs (including CWDs) will provide access to a full-range of child care providers including: centers; family child care homes; large family child care homes; or license-exempt care in the home of a relative, or in the home of a friend, or in the child's own home.

3.1.2 The Lead Agency must allow for in-home care, but may limit its use. Does the Lead Agency limit the use of in-home care in any way?

() No.

(X) Yes, and the limits and the reasons for those limits are (§98.30(e)(1)(iv)):

In-home care is limited to situations where there is a sufficient number of children requiring care to ensure that the Federal wage laws are met as specified in the grant approval letter received in October 1997 from the Administration for Children and Families.



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- 3.1.3 Are all of the child care services described in 3.1.1 above (including certificates) offered throughout the State? (658E(a), §98.16(g)(3))
(X) Yes
() No, and the following are the localities (political subdivisions) and the services that are not offered:

Section 3.2 - Payment Rates for the Provision of Child Care:

The statute (at 658E(c)(4)) requires the Lead Agency to establish payment rates for child care services that ensure eligible children equal access to comparable care and these rates are provided as Attachment A. The attached payment rates are effective as of N/A.

The following is a summary of the facts relied on by the State to determine that the attached rates are sufficient to ensure equal access to comparable child care services provided to children whose parents are not eligible to receive child care assistance under the CCDF and other governmental programs. Include, at a minimum (§98.43(b)):

- The date of the local market rate survey(s): March 1999
- How the payment rates are adequate to ensure equal access based on the results of the required local market rate survey (i.e., the relationship between the attached payment rates and the market rates observed in the survey):

See Attachment A.

- If the payment rates do not reflect individual rates for the full range of providers -- center-based, group home, family and in-home care -- explain how the choice of the full range of providers is made available to parents:

N/A

- Additional facts:

NONE



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Section 3.3 - Eligibility Criteria for Child Care:

By statute, all eligible children must be under the age of 13 and reside with a family whose income does not exceed 85% of the State Median Income (SMI) for a family of the same size and whose parent(s) are working or attending a job training or educational program or who receive or need to receive protective services.
(658E(c)(3)(B), 658P(4), §98.20(a))

- 3.3.1 Complete columns (a) & (b) of the matrix below. In addition, complete Column (c) ONLY IF the Lead Agency is using income eligibility limits lower than 85% of the SMI).

IF APPLICABLE

Family Size	(a) 85% of State Median Income (SMI) (\$/month)	(b) Very Low Income (\$/month)	(c) Income Level, lower than 85% SMI, if used to limit eligibility (\$/month)
1	2,984	1,755	2,633
2	2,984	1,755	2,633
3	3,197	1,881	2,821
4	3,552	2,090	3,134
5	4,121	2,424	3,636

- 3.3.2 Has the Lead Agency established additional eligibility criteria, for example different income limits in different parts of the State? (658E(c)(3)(B), §98.16(g)(3), §98.20(b))
☐ No
☒ Yes, and the additional eligibility criteria are: (Terms must be defined in Appendix 2)



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A child who was receiving services prior to January 1, 1998, and whose family income was above 75% but less than 100% of SMI is entitled to retain eligibility until the family income reaches 100% of SMI.



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-
- 3.3.3 Has the Lead Agency elected to waive, on a case-by-case basis, the fee and income eligibility requirements for cases in which children receive, or need to receive, protective services, as defined in Appendix 2? (658P(4), 658E(c)(3)(B), §98.20(a)(3)(ii)(A))
() Not Applicable, CCDF-funded child care is not provided in cases in which children receive, or need to receive, protective services.
() No
(X) Yes
- 3.3.4 Does the Lead Agency allow child care for children age 13 and above who are physically and/or mentally incapable of self-care? (Physical and mental incapacity must then be defined in Appendix 2.) (658P(4), 658E(c)(3)(B), §98.20(a)(1)(ii))
() No
(X) Yes, and the upper age is 18.
- 3.3.5 Does the Lead Agency allow child care for children age 13 and above who are under court supervision? (658P(4), 658E(c)(3)(B), §98.20(a)(1)(ii))
(X) No
() Yes, and the upper age is ____.
- 3.3.6 Does the State choose to provide CCDF-funded child care to children in foster care whose foster care parents are not working, or who are not in education/training activities? (§§98.20(a)(3)(ii), 98.16(f)(7))
() Yes. (**NOTE:** This means that for CCDF purposes the State considers these children to be in protective services.)
(X) No.
- 3.3.7 Does the State choose to provide respite child care to children in protective services? (§§98.16(f)(7), 98.20)
(X) Yes. **On referral from a licensed professional only.**
() No.



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Section 3.4 Priorities for Children:

- 3.4.1 The following is a list of the priorities for serving CCDF-eligible children:
(Terms must be defined in Appendix 2) (658E(c)(3)(B)):

First Priority – Families whose children are receiving child protective services or families whose children are at risk of being neglected, abused, or exploited. Within this priority, children receiving protective services through the local CWD shall be admitted first.

Second Priority – Families with the lowest per capita income. Within this group, if there are two or more families with comparable per capita income, the family with a child who has special needs will be served first. If two or more families with comparable per capita income have children with special needs, the family that has been on the waiting list the longest will be enrolled first.

Notwithstanding the above, in order to assure continuous child care services as a family moves through the CalWORKs stages (see 3.4.2 below), after a family begins receiving child care in any of the CalWORKs stages that family is assured services as it transitions between stages of CalWORKs child care.

- 3.4.2 The following describes how the State will meet the specific child care needs of families who are receiving Temporary Assistance for Needy Families (TANF), families who are attempting through work activities to transition off of TANF, and families that are at risk of becoming dependent on TANF. (658E(c)(2)(H), Section 418(b)(2) of the Social Security Act, §98.50(e), §98.16(g)(4))

The State passed welfare reform legislation in 1997. This legislation created the California Work Opportunity and Responsibility to Kids (CalWORKs) program effective January 1, 1998. It replaced the State's Aid to Families with Dependent Children program.

In regards to child care, the CalWORKs program was intended to ensure that recipients of aid and former recipients who have left aid for employment, are connected as soon as possible to local child care resources. The legislation created three stages of child care services through which a recipient of aid will pass. Families are to experience no break in service due to a transition between the three stages.



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The CDSS administers Stage 1 through CWDs. The first stage begins upon entry of a family into the program. Eligibility for child care services continues as long as the family continues to receive aid. CWDs refer families to a resource and referral agency to assist them in finding child care providers and connects them to a certificate program that pays providers directly for the services provided.

The CWD will move recipients to Stage 2 as quickly as possible after it determines that the recipient's situation is stable as defined by each county. Generally this occurs when a recipient has developed a welfare-to-work plan. Stages 2 and 3 Set-aside of CalWORKs child care programs are administered by the CDE through its APPs (certificate program) mode.

CalWORKs recipients may receive services for up to 24 months in Stage 1 and/or Stage 2 after the recipient leaves cash aid, or 24 months after January 1, 1998, whichever comes last; or until otherwise ineligible within that 24-month period.

Stage 3 Set-aside child care begins when a funded space becomes available. In order to move welfare recipients and former recipients from their relationship with CWDs to relationships with institutions providing services to working families, it is the intent of the Legislature that families that are former recipients of aid, or are transitioning off aid, receive their child care assistance in the same fashion as other low-income working families.

Section 3.5 - Sliding Fee Scale for Child Care Services:

- 3.5.1 A sliding fee scale, which is used to determine each family's contribution to the cost of child care, must vary based on income and the size of the family. A copy of this sliding fee scale for child care services and an explanation of how it works is provided as Attachment B.

Will the Lead Agency use additional factors to determine each family's contribution to the cost of child care?

(658E(c)(3)(B), §98.42(b))

(X) No.

() Yes, and the following describes those additional factors, including how they will be used to determine the family's contribution:



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- 3.5.2 Is the same sliding fee scale provided in the attachment in response to question 3.5.1 above in use in all parts of the State? (658E(c)(3)(B))
(X) Yes
() No, and other scale(s) are provided as Attachment ____.

- 3.5.3 The Lead Agency may waive contributions from families whose incomes are at/ below the poverty level for a family of the same size, (§98.42(c)), and the poverty level used by the Lead Agency for a family of 3 is: \$1,881.

The Lead Agency must elect ONE of these options:

- (X) ALL families with income at or below the poverty level for a family of the same size ARE NOT required to pay a fee.
() ALL families, including those with incomes at or below the poverty level for families of the same size, ARE required to pay a fee.
() SOME families with income at or below the poverty level for a family of the same size ARE NOT required to pay a fee. A description of these families is:

3.5.4 The following is an explanation of how the copayments required by the Lead Agency's sliding fee scale(s) are affordable: (§98.43(b)(3))

The copayments are considered affordable as they fall beneath ten (10) percent of a family's earned income for all levels of child care services.

Section 3.6 - Certificate Payment System:

A child care certificate means a certificate, check, or other disbursement that is issued by the Lead Agency directly to a parent who may use it only to pay for child care services from a variety of providers (including center-based, group home, family and in-home child care), or, if required, as a deposit for services. (658E(c)(2)(A)), 658P(2), §98.2, §98.16(k), §98.30(c))

Describe the overall child care certificate payment process, including, at a minimum:

- 3.6.1 A description of the form of the certificate:



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Local Certificate programs (including APPs and CWDs) will be allowed to determine the exact form(s) of the certificate as long as the certificates are provided directly to the parent, allow broad parental choice including sectarian and in-home providers, carry the value of the care selected by the parent (up to the applicable payment ceilings), can be used as flexibly as cash between the parent and the provider, and ensure prompt issuance of the certificate and timely and accurate reimbursement to either the parent or the provider of child care services while discouraging fraud and abuse. A copy of a sample certificate is included as Attachment C.

- 3.6.2 A description of how the certificate program permits parents to choose from a variety of child care settings by explaining how a parent moves from receipt of the certificate to the choice of provider;

When parents are enrolled by a certificate program, they are asked if they have selected a child care provider. If they have not selected a child care provider, they are referred to the local resource and referral program. (In many counties, the certificate program and the resource and referral program are operated by the same agency.) The resource and referral program provides counseling on how to select a child care provider that best meets the family's needs and a list of providers that the parent should visit. Once the parent has identified a provider, the certificate program works with the provider to determine the provider's fee for the services that the family is eligible to receive. The certificate program then compares the provider's fee with the appropriate market rate ceiling to determine if the parent will need to pay a co-payment to cover any cost above the regional market rate ceiling. The provider is informed about the certificate program's policies and procedures for receiving invoices and processing payments. The provider is required to provide evidence of licensure or if the provider is license-exempt, he/she must submit a Trustline Application with fingerprints and a Health and Safety Self-Certification, that is signed by both the parent and the provider, to the certificate program.

- 3.6.3 If the Lead Agency is also providing child care services through grants and contracts, explain how it ensures that parents offered child care services are given the option of receiving a child care certificate.

When parents place their name on a waiting list for child care services, they are expressing their choice for selecting the type of care that best meets the needs



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of the family. At the present time, parents can place their name on multiple waiting lists including those for direct service programs and certificate programs. If a family has placed its name on multiple waiting lists, and its name comes up on a direct service program waiting list first, the family can elect to enroll their child in the direct service program and remain on the certificate program waiting list, or the family can decline to enroll their child in the direct service program and wait for their name to come up on the certificate program waiting list.

California is continuing to explore the feasibility of centralized regional or community waiting lists, which would provide parents a single access point of entry into the program of their choice. If and when a system of centralized waiting lists is implemented, the CDE will request a State Plan amendment.

In State fiscal year 1998-1999, approximately 20 percent of the \$410,934,000 in federally funded child care services was expended through contracts with direct service providers. The remaining 80 percent was expended through contracts with APP (i.e., certificate program) agencies.



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PART 4 - Processes with Parents

4.1 The following describes the process for a family to apply/receive child care services (658E(c)(D), 658D(b)(1)(A), 658E(c)(3)(B), §98.30, §98.16(k)). The description should include:

- How parents are informed of the availability of child care services and of available child care options;
- Where/how applications are made;
- Who makes the eligibility determination, and
- Length of eligibility.

A. How parents are informed of the availability of child care services and of available child care options:

California maintains a large system of approximately 70 resource and referral programs that are located in every county of the State. In large, urban counties, multiple resource and referral programs are funded. For example, Los Angeles County has ten resource and referral programs. In addition, the California Child Care Resource and Referral Network maintains a statewide toll free telephone number that automatically provides the caller with the phone number of the local resource and referral program when the caller provides his/her zip code. The primary role of the resource and referral programs is to maintain an updated file of all licensed child care programs (centers and family child care homes) in their service delivery area. The resource and referral programs also maintain records of license-exempt providers who have received Trustline clearance which assures parents that these providers do not have a history of criminal activities or child abuse or neglect. When parents call the resource and referral programs seeking information about child care choices available to them, they are counseled about how to select the most appropriate care to meet their family's needs, and they are given lists of several child care providers of the types and in the locations (whether near home, work or place of training) in which they indicate an interest. Parents are given advice about what types of questions to ask potential child care providers, and what they should look for as indicators of quality child care services. Parents may be given written consumer education materials, or provided an opportunity to view a video regarding the selection of a child care provider. Parents are also advised regarding the types of subsidized child care and development programs for



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which the family may be eligible and how to access those programs. Resource and referral program services are available to all families, regardless of the family's income or need for child care.

B. Where/how applications are made:

When a family contacts a subsidized child care and development program either in person or by telephone, the family is asked a series of questions to determine which, if any, subsidized child care programs for which the family may be eligible. Based on the information provided, if the family is eligible and space is available, the family is enrolled. If no space is available, the family is placed on a waiting list and enrolled as spaces become available in the order of priorities for enrollment for that particular program. A family's enrollment is subject to completion of an application, including verification of income and need.

Under the CalWORKs program when families are transitioned to Stage 2, the transition is transparent to the family and occurs without the preparation or submittal of a new application. The APP often schedules an interview at the family's convenience in order to convey information about the new program that will be providing child care payments.

C. Who makes the eligibility determination:

The direct service or APP contractor makes the eligibility determination based on the written documentation which verifies that the family meets both eligibility and need criteria for subsidized services.

D. Length of Eligibility:

To receive State or federal subsidized child care and development services, families shall meet eligibility and need criteria. Parent must live or work in California. Families may receive child care services from federal funds for children to age thirteen (13) except that children with physical or mental incapacity may be served to age eighteen (18). Families can remain in the program as long as they meet all eligibility criteria and their family income does not exceed 75 percent of the state median income (SMI) or 100% of SMI if entitled to services in accordance with the criterion described in Section 3.3.2.



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Contractors must update a family's application to document continued need and eligibility and determine any change to fee assessment as follows:

1. For migrant and other seasonally employed families, the application shall be updated within thirty days whenever there is a change in family size or need, if need is based on training or incapacity of the parent.
2. For all other families, the application shall be updated within thirty days whenever there is a change in family size, income, public assistance status, or need.

After initial certification and enrollment, need and eligibility for each family/child shall be recertified as follows:

1. For families receiving services because of the risk of, or actual abuse, neglect, or exploitation at least every six months.
2. For all other families, at least once each contract period and at intervals not to exceed twelve months.

- 4.2 The following is a detailed description of how the State maintains a record of substantiated parental complaints and how it makes the information regarding such parental complaints available to the public on request. (658E(c)(2)(C), §98.32))

Licensed centers and family child care homes:

1. The provider is required to notify parents of the process for filing a complaint with the CDSS, Community Care Licensing Division (CCL). CCL is responsible for all complaints regarding a requirement of licensing law or regulation, pursuant to the California Health and Safety Code and the California Code of Regulations, Title 22. CCL investigates complaints and maintains a record of substantiated complaints that is available to the public upon request.
2. In programs operated by school districts, if a parent has a complaint regarding program operations not covered by licensing requirements, the parent must utilize the Uniform Complaint Procedure established by the



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school district. Records of substantiated complaints are kept by the school district.

3. In programs operated by entities other than school districts, parents may file complaints regarding program operations not covered by licensing requirements with CDE, Child Development Division. Records of these parental complaints are maintained at the Child Development Division and are available for inspection upon request.

License-exempt providers:

Certificate programs are required to maintain a record of parental complaints concerning a license-exempt provider's failure to meet the health and safety standards as specified in the Health and Safety Self-Certification, which is completed by the parent and the license-exempt provider. These complaints shall be deemed to be substantiated solely by the parent's written declaration. The written declarations shall include the nature of the complaint, the date and approximate time of occurrence and the name and address of the provider about whom the complaint is made, and shall be signed by the parent. The certificate program shall inform the license-exempt provider of the parent's complaint and inform the provider of their right to submit a written rebuttal. Upon a request about a specific license-exempt provider, the certificate program shall inform the requestor of the general nature of the complaint and whether or not the provider submitted a rebuttal. Upon receipt of a complaint, the certificate program must notify the parent and the provider that payments will cease in 14 days unless a written declaration signed by both parties has been received by the certificate program stating that the health and safety deficiency has been corrected. The certificate program will also advise parents that serious health and safety concerns should be referred to the appropriate child protection unit of the CWD.

- 4.3 The following is a detailed description of the procedures in effect in the State for affording parents unlimited access to their children whenever their children are in the care of a provider who receives CCDF funds. (658E(c)(2)(B), §98.31))

Licensed child care providers (centers and family child care homes) are required by statute and regulation to have written admission policies which, among other things, inform parents of their right to unlimited access to their children whenever their children are in the care of the provider. For license-exempt



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providers, the providers and parents are both required to sign a Health and Safety Self-Certification which includes a statement regarding the parent's right to unlimited access to their children while they are in the provider's care.

- 4.4 The regulations at §98.33(b) require the Lead Agency to inform parents who receive TANF benefits about the exception to the individual penalties associated with the work requirement for any single custodial parent who has a demonstrated inability to obtain needed child care for a child under 6 years of age.

In fulfilling this requirement, the following criteria or definitions are applied by the TANF agency to determine whether the parent has a demonstrated inability to obtain needed child care:

(NOTE: The TANF agency, not the Child Care Lead Agency, is responsible for establishing the following criteria or definitions. These criteria or definitions are offered in this Plan as a matter of public record. The TANF agency that established these criteria or definitions is:

CDSS.

- "appropriate child care":

Appropriate child care is defined as child care chosen by the parent that meets the needs of the child and parents and is either licensed for the appropriate age group or special needs category, or is license-exempt and meets TrustLine requirements unless the child care arrangement is exempt from the TrustLine requirements.

- reasonable distance":

Reasonable distance is defined as the distance customarily traveled by working families in accessing child care services in the community.

- "unsuitability of informal child care":

Informal child care is unsuitable when the caregiver cannot be TrustLined in accordance with the TrustLine regulations or who would otherwise be denied payment for child care services that are exempt from licensure because of a violent felony conviction.



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- "affordable child care arrangements":

Affordable child care is child care where the cost to the family does not exceed the regional market rate plus family fees established by the state in accordance with the family fee schedule.



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PART 5 - ACTIVITIES & SERVICES TO IMPROVE THE QUALITY AND AVAILABILITY OF CHILD CARE

- 5.1 The law requires that not less than 4% of the CCDF be used for quality activities (658G, §98.13(a), §98.51, §98.16(h)). The Lead Agency estimates that the following amount (or percentage) will be used for the quality activities described in this Part:

\$82,845,000

California's commitment to early childhood education and child development spans over five decades. Quality child development programs have been continuously available to children and families in California since the passage of the Lanham Act in 1943. *The Bulletin of the California State Department of Education*, Volume XI, No. 1, January 1943, states, "The preschool unit serves the child during one of the most important periods of his development. It helps him to learn about his world; to develop more skillful use of his body; to work with people, both children and adults; to acquire appreciation of music, rhythm, color, form, literature; to develop sound attitudes; and to acquire increasingly better control of his emotions and behavior (p. 33)."

California continues to promote a positive child- and family-focused philosophy. Service to low-income families remains a high priority and State program goals demand that high-quality child development programs and services be made available. Child care and development programs have existed and been administered by various State agencies since 1946. In 1972, with the enactment of the Child Development Act, these programs were combined under the administrative authority of the California Department of Education (CDE).

California has also held a strong commitment to the maintenance of basic health and safety standards in group-care settings. The first licensing law was enacted in 1903. The State Board of Charities and Corrections had investigatory and reporting powers with regard to all public charitable, correctional and penal institutions. Licensing responsibilities became part of the *Health and Safety Code* in 1945, and in 1978 licensing responsibilities for all Community Care Facilities were transferred to the new California Department of Social Services (CDSS).



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Since 1991, the State has been engaged in a major expansion of child care and development services as a result of both State and federal legislation, notably the Child Care and Development Block Grant (CCDBG) programs. These expansion efforts have significantly increased both the quantity and variety of State and federally subsidized programs throughout California.

During the first two years that CCDBG funds were available, emphasis was placed on funding successful existing programs including resource and referral agencies, the Child Development Training Consortium, the Program for Infant/Toddler Caregivers, and the California Mentor Program. Three additional focus areas have continued in importance in succeeding years. These include (1) attention to issues of health and safety resource development and training, (2) facilitation and linkage with local communities, and (3) response to legislative mandates.

Welfare reform brought about a major shift during the 1997-1998 funding cycle by creating the need to build the supply of child care spaces for children and increase the quantity of trained staff. The need to focus attention on the TANF recipient was addressed by allocating funds to train welfare recipients as (1) licensed or exempt family child care providers, or (2) teachers meeting all requirements to attain the California Child Development Permit at the teacher level. A State mandated capacity building initiative was also launched to build the supply of care and better serve children and families in unserved and underserved areas of the State.

The proposed *Quality Improvement Plan for 1999–2000* includes the federal mandates for infant/toddler capacity building, resource and referral programs, and school-age capacity building. It also includes the continuation of existing core infrastructure quality focused activities, and the addition of several innovative new activities. Within each section activities that receive federal block grant funding will be organized using the federal state plan numbering system. Each activity in this plan which includes state funding will be identified using two asterisks “**”.

- 5.2 The following describes the activities to improve the quality of care for infants/toddlers and identifies the entity(ies) providing them:

Infant/Toddler Capacity Building

- 5.2(a) Program for Infant/Toddler Caregivers



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This comprehensive multi-media training program for trainers of infant/toddler caregivers is presented in four separate modules which cover the topics of social-emotional development, quality group care, cognitive and language development, and cultural and family issues. Participants who complete the modules and related course work receive certificates, which recognize them as endorsed trainers for the Program for Infant/Toddler Caregivers (PITC). Endorsed trainers who receive scholarships will be required to conduct a minimum of twenty-five hours of training in their local area during the next two years using the PITC materials. Participants receive copies of all curriculum guides, training manuals, and other print resource materials from the program and are able to purchase the videos at discounted prices.

5.2(b) Infant Toddler Specialist for Healthline

Funds will be allocated to continue to support the presence of an infant/toddler specialist to respond to inquiries from potential, new, and existing family child care (including license-exempt) and center-based providers related to health and developmental issues for children from birth to three years of age.

5.2(c) Start-up and Resource Grants

Funds will be allocated to provide grants to new and existing CDD contractors to cover the cost of: infant/toddler equipment, appropriate educational materials, and minor renovation and repairs to meet health and safety requirements; and for environmental changes to support small groups and continuity of care.

5.2(d) Expand Child Care Initiative Project with an Infant/Toddler Focus

Funds will be allocated to maintain and expand the Child Care Initiative Project to increase the supply of infant/toddler family child care providers in approximately 25 to 35 counties by the recruitment, training, and initial support of family child care providers serving infants and toddlers. This effort will focus on those counties with the greatest unmet need for infant/toddler care.

5.2(e) Outreach Sessions



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Funds will be allocated to conduct up to 25 outreach training sessions for existing planning groups to support the completion of their county infant/toddler capacity plan. These plans were initiated during community forums conducted during State fiscal year 1998-1999. Up to 10 outreach sessions will be held for specific target populations. WestEd will coordinate these sessions. Critical topics will include: recent brain research and implications of these research findings for administrative policies; results of national studies of child care quality; and program practices and care-giving strategies that support optimal infant/toddler development. The content and length of the specifically targeted sessions will be customized to meet the needs of the unique audiences including teen parent groups, American Indian tribal groups, and other planning agencies.

5.2(f) Inclusion of Infants and Toddlers with Disabilities

Funds will be allocated to provide training for those certified by the Program for Infant/Toddler Caregivers (PITC) on strategies, program practices, and models that support full inclusion of infants and toddlers with disabilities in child care settings. This activity will create a cadre of qualified trainers who will be available to assist local child care providers in complying with the requirements of the American with Disabilities Act.

5.2(g) Expand Program for Infant/Toddler Caregiver Institutes

Funds will be allocated to expand the PITC trainer of trainers institutes by having 60 additional trainers completing each of the four modules. This training will expand the cadre of certified PITC trainers in local communities.

5.2(h) Stipend for Trainers with an Infant/Toddler Focus

Funds will be allocated to support the retention of trainers who have completed State-funded trainer-of-trainer initiatives and to provide community-based training to staff working in child care and development programs. CDE will provide stipends for endorsed trainers to primarily conduct on site training sessions and provide technical assistance for the enhancement of quality in infant/toddler programs.

5.2(i) Regional Training Coordinators



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Funds will be allocated to provide ten regional coordinators to support PITC certified trainers in the provision of training at the local level. These regional coordinators will be responsible for overseeing the allocation of stipends for local trainers; arranging regular meetings with trainers to share new resource materials; coordinating outreach services to new and existing infant/toddler programs; and coordinating PITC training at the five community college PITC model training sites discussed below.

5.2(j) Model Sites

Funds will be allocated to provide funding necessary for staff training, equipment, and materials to enhance and maintain five or more PITC model demonstration programs. Funds will also be allocated for renovation and repair needed to help modify the site to provide opportunities for unobtrusive observation of the best practices of the PITC philosophy.

Type of Entity Performing these Tasks

A non-TANF State Agency – CDE/Child Development Division (CDE/CDD)

A non-governmental agency – Healthline; Resource and Referral

Other – WestEd; Community College system

5.3 The following describes child care resource and referral activities and identifies the entity(ies) providing them:

Resource and Referral Programs **

- 5.3(a) Funds will be allocated to support California's system of resource and referral programs that are located in every county of the State. These funds support administering the Trustline Application process; maintaining a data base that includes information about all licensed providers offering child care in each resource and referral program's service delivery area; making referrals for child care services to meet families' needs; disseminating consumer education materials; developing, gathering, and reporting data to the CDE regarding the supply and demand for child care services within their local areas; and carrying out other activities that support center-based, family child care and license-exempt providers, and parents in each county or service area.



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Type of Entity Performing this Task

A non-governmental multi-service agency – Resource and Referral

- 5.4 The following describes school-aged child care activities and identifies the entity(ies) providing them.

School-Age Capacity Building

5.4(a) Before-and After-School Program Grants

Funds will be used to provide resource grants to new and on-going providers of before-and after-school programs and to support school-age quality enhancement activities. These grants will cover the cost of special, age-appropriate equipment; ancillary educational materials; and minor renovation and repair to meet health and safety requirements.

5.4(b) Training for School-Age Program Professionals (Teachers and Administrators)

The California School-Age Consortium will conduct a series of training of trainers institutes. The training will be provided throughout the State using the CDE Kids' Time Training Manual, Program Guide, and video as the basis of the curriculum. The training activities will be drawn from the training guide and will include such topics as: developmentally appropriate practices for school-age programs, behavior management techniques, creating positive interpersonal environment, assessing children's interests, building partnerships with parents, strengthening links with the child's school, and encouraging community participation. Participants will be provided with a copy of the Kids' Time Training Manual, Program Guide, and video to support training in their local communities.

5.4(c) Stipend for Trainers with a School-Age and After-School Focus

To support the retention of trainers who have completed State-funded Kid's Time training of trainers institutes, and to provide community-based training to staff working in before-and after-school programs, CDE will provide stipends for endorsed trainers to conduct local training sessions and provide on-site



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consultation for the enhancement of quality in school-age and after school programs.

5.4(d) School-Age Curriculum and Materials Development and Distribution

Program materials will be prepared and disseminated in print and electronic format to foster the training and development of staff and promote high-quality school-age and after-school programs. Materials will include a science activity guide; a handbook for college volunteers; a manual for program administrators working with volunteers; and a report on programs designed for young adolescents.

Type of Entity Performing these Tasks

A non-governmental agency – California School-Age Consortium

Other – State University system

5.5 Check either "Yes" or "No" for each activity listed to indicate which activities the Lead Agency will undertake to improve the availability and quality of child care. (658G, 658E(c)(3)(B))

Yes No

- | | | |
|--------------|---------------|---|
| <u> X </u> | <u> </u> | comprehensive consumer education; |
| <u> X </u> | <u> </u> | grants or loans to providers to assist in meeting State and local standards; |
| <u> X </u> | <u> </u> | monitoring of compliance with licensing and regulatory requirements; |
| <u> X </u> | <u> </u> | training and technical assistance; |
| <u> X </u> | <u> </u> | compensation for child care providers; |
| <u> X </u> | <u> </u> | other quality activities that increase parental choice, and improve the quality and availability of child care. |

5.6 Describe each activity that is checked "Yes" above and identify the entity(ies) providing them.



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5.6.1 Comprehensive Consumer Education

5.6.1(a) Consumer Education Campaign

California has embarked on a major public awareness campaign about the importance of quality child care and development programs to the child, family, and community. Major emphasis focuses on assisting parents in selecting child care services that best meet the needs of their child and their family as they are involved in work or training activities. Large quantities of materials will be reproduced for dissemination by CWDs, public health departments, hospitals, schools, libraries, video stores, child care providers, resource and referral programs, churches, medical offices, training sites, community colleges, etc.

5.6.1(b) 800-KIDS-793 Phone Line for Parents

A 1-800 phone system, accessible to the public throughout the state of California, will offer assistance to parents and child care providers in receiving child care and family resource information in their communities. The automated system, using caller zip code information, will refer callers to the child care resource and referral agency in their local area. This system is an important component of the comprehensive consumer education campaign.

5.6.1(c) Parent Involvement Initiative

Funds will be used to focus on increasing parent involvement opportunities in child care and development programs. These activities will complement existing quality improvement program directives that emphasize the inclusion of family participation. This initiative will establish a parent involvement advisory committee, produce a strategic plan for parent involvement activities, create training materials, and implement parent involvement training.

Type of Entity Performing these Tasks

A non-TANF State Agency – CDE/CDD

A non-governmental agency – Resource and Referral

Other – Public Relations firm



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5.6.2 Grants or Loans to Providers to Assist in Meeting State or Local Standards

5.6.2(a) Local Child Care Planning Councils Grant **

Local child care planning councils, appointed by local county boards of supervisors and county superintendents of schools pursuant to *Education Code* Section 8499.5, assess the needs for child care and development services and identify gaps in the supply of existing licensed center-based and family child care programs. Based on the information obtained through periodic needs assessments, the local child care planning councils establish priorities for the use of funds to address the identified needs of the community. These priorities typically specify the ages of the children, the target populations, special needs or circumstances of families, and the geographic areas of service.

5.6.2(b) Local Program Quality Consortia Grant

A network of more than 53 local child development program quality consortia are in place throughout the State. The local program quality consortia are comprised of members who are employed in both subsidized (including Head Start) and nonsubsidized child care and development programs. Consortia funds, combined with other resources, enhance the availability and quality of professional development activities available to consortia member programs. This networking provides an opportunity to share successful child development program practices and assist peers in implementing these practices.

5.6.2(c) Facilities Renovation and Repair Grant **

Funds will be used to maintain compliance with health and safety requirements established by State licensing regulations and local health and fire departments, to comply with the Americans with Disabilities Act (ADA) of 1990, and to purchase equipment necessary for the health and safety of the enrolled children. Funds may not be used for the purchase or improvement of land, or for the purchase, construction, or permanent improvement of the facility. Only public or private nonprofit agencies currently under contract with the California Department of Education, Child Development Division, for center-based programs may apply for this funding.



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5.6.2(d) Instructional Materials Grant **

Funds will be used to purchase developmentally appropriate durable or consumable curriculum related instructional materials. Grant amounts are determined by using the combined maximum reimbursable amount (MRA) of all subsidized programs operated by an individual agency. No grant is made for less than \$1000.00. Center-based programs, family child care home networks, and resource and referral agencies currently under contract with the California Department of Education, Child Development Division, may apply for this funding.

Type of Entity Performing these Tasks

A non-TANF State Agency – CDE/CDD

School District Superintendents/County Boards of Supervisors

Other – Community network of child care providers

5.6.3 **Monitoring of compliance with licensing and regulatory requirements**

5.6.3(a) Implementation of the desired results system for children and parents

Funds will be used to develop and implement a data collection system to measure the achievement of the identified desired results for children and their parents receiving State-and federally-subsidized child care and development services. The system will measure the achievement of desired results for children and families as well as the evaluation of achievement of Program Performance Standards for direct service programs, APPs, and Resource and Referral agencies. Full implementation will follow the field testing period in State fiscal year 1999-2000.

5.6.3(b) Evaluate Program Quality Improvement Activities

Funds will be used to evaluate the efficiency and effectiveness of all major program quality activities over a five-year period. The evaluation results will be used to determine whether to continue, modify, or terminate the activities under review. Beginning in the State fiscal year 1998-1999, several programs will be evaluated each year to allow completion of all activities within the five-year cycle.



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5.6.3(c) Trustline Registry of License-Exempt Providers **

Funds will support the Trustline Registry and help ensure the safety of California's children. License-exempt child care providers, including nannies and babysitters, who have passed a background screening will be entered into the Registry. To meet minimum requirements all exempt caregivers listed with Trustline Registry are required to be cleared through a check of fingerprint records at the California Department of Justice, the child abuse central index, and a Federal Bureau of Investigation fingerprint check. The Trustline Registry also allows parents to verify that a babysitter and license-exempt child care provider has completed this process.

5.6.3(d) Subsidized Trustline Applicant Reimbursement

Funds will be used to continue the support of the Trustline Registration process of state and federally subsidized license-exempt providers. *Health and Safety Code* Section 1596.66(c) requires that "...if a fee is charged by the local resource and referral agency that takes a provider's fingerprints, the provider shall be reimbursed for this charge by the State Department of Education, through the local child care resource and referral agency, from federal Child Care and Development Block Grant funds to the extent that those funds are available." Fees associated with the Trustline process are paid for license exempt providers serving families who are eligible for subsidized child care or as participants in stages two and three of the CalWORKs child care system.

5.6.3(e) License Enforcement for Children's Child Care Programs **

The California Department of Social Services (CDSS), Community Care Licensing Division (CCLD), has responsibility for licensing child care facilities under authority of the California Health and Safety Code (Sections 1596.70, et. seq) and to enforce minimum standards contained in Title 22, Division 12, of the California Code of Regulations. The Division's mission is to protect the health and safety of children in care. CCLD licenses over 13,000 child care centers and more than 36,000 family child care homes. Ten counties, under agreement with the state, license another 5,900 family child care homes. This plan includes additional funds to conduct comprehensive licensing visits to child day care facilities. In addition, the Child Care Advocacy Program (CCAP) promotes the delivery of quality child



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care by providing a link between child care licensing and the community. CCAP tailors its activities to benefit each area's individual needs. A child care advocate is assigned to each CCLD field office and provides information to parents, child care providers, employers, educators and community groups.

Type of Entity Performing these Tasks

A non-TANF State Agency – CDE/CDD; CDSS

A non-governmental agency – Resource and Referral

Other – Independent Program Evaluation Contractor

5.6.4 Training and Technical Assistance

5.6.4(a) Child Development Training Consortium

The Child Development Training Consortium provides direct child development training through college-level coursework to impact the quality of care. This training creates a pool of qualified staff for child care and development programs and addresses the issues of access to training, career ladder access for providers, staff retention, content flexibility, and cost effectiveness while providing outreach at the local level to assist in the recruitment and preparation of underrepresented groups. Participants, currently employed in a child care and development program, earn college units in child development and general education as required to attain the Child Development Permit. Students may attend regularly scheduled core curriculum classes and special topic classes based on locally identified needs. Classes may be offered at off-campus locations to facilitate access for working students. Approximately 7,000 students complete more than 50,000 units each year at 81 community colleges. The success of this program is reflected in a 97 percent student course completion rate.



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5.6.4(b) Healthline **

The California Child Care Healthline is a statewide, toll-free telephone service accessible to child care providers and parents. The purpose of the Healthline is to provide information and consultation on children's health and safety issues, including communicable disease management and reporting requirements; immunization; behavioral and nutritional concerns; child abuse; children with special needs; and early childhood education and development. Pediatric health professionals answer the Healthline. Referrals to health-related services are made when necessary.

5.6.4(c) Health and Safety Training for Licensed and License-Exempt Providers **

Resource and Referral agencies will receive funds through a contract to arrange for or provide reimbursement to licensed center-based staff, licensed family child care providers, and license-exempt family child care and in-home providers. Reimbursement is for costs associated with completing health and safety training, including Pediatric CPR; first aid; prevention and control of communicable disease in child care settings; safe handling of food; nutrition; disaster preparedness and mitigation; and other health-and safety-related subjects.

5.6.4(d) Training to Support Staff Working with Children with Limited-English Proficiency

A series of two-day Training of Trainers sessions based on the CDE materials *Assessing and Fostering a First and a Second Language in Early Childhood* will be conducted throughout the State. These sessions will target program coordinators and other supervisors serving preschool-aged children in California. Participants will receive a training manual, resource guides, videos, and support materials, which will facilitate additional training in their local communities.

5.6.4(e) Regional Resource Centers to Develop Capacity in Underserved Areas

In keeping with the legislative intent of *Education Code* 6289 to "...promote equal access to child development services across the state," ten regional community-based organizations will be identified, through the Request for Proposal (RFP) process, to provide training and technical assistance to local



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agencies to increase their ability to compete successfully for funds and operate quality child care and development programs in underserved communities.

Type of Entity Performing these Tasks

A non-TANF State Agency – CDE/CDD

A non-governmental agency – Healthline; Resource and Referral

Other – Community College system; Independent Training Contractor

5.6.5 Compensation for Child Care Providers

5.6.5(a) Mentor Teacher/Director Program

The mentor program will be conducted at approximately 70 community college campuses. The goal of the program is to support experienced teachers or directors and encourage them to remain in the field of early childhood education. This program provides financial compensation and other benefits to child care and development teachers and directors who are selected as mentors. Mentor applicants must complete a self-assessment of their classroom, and their program director must agree to conditions of their participation. Candidates for Director Mentor undergo a two-day training session and agree to attend subsequent Director Mentor seminar series. A local selection committee convened by the community college chooses mentor teachers and directors. The average stipend per classroom mentor is estimated to be \$1,200 per year. More than 700 early childhood education students and director proteges will be provided alternative placements for practicum experiences and direct program consultation while offering additional salary compensation to 535 mentor teachers and directors.

5.6.5(b) Stipend for Permit

The Stipend for Permit project is managed through the Child Development Training Consortium. This program assists potential teachers in child care and development programs to obtain a Child Development Permit by paying the cost of the application fees. Salaries of child care teaching staff are substantially less than those of workers with similar levels of education. Assistance with the cost of permits provides these staff with incentives to proceed with completing child development related training which research



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has shown to increase the quality of care provided to children. Staff also benefits from completing the additional coursework, as they are able to secure permanent positions as teachers. A filing fee of \$70 is required for each initial permit application plus a one-time \$56 fingerprint clearance fee. Implementation of this program continues in collaboration with the California Commission on Teacher Credentialing which issues these permits.

5.6.5(c) Child Development Teacher and Supervisor Grant Program

This program, administered by the California Student Aid Commission, provides assistance through grants for college course work leading to the attainment of a Child Development Permit at the Teacher, Master Teacher, Supervisor, or Program Director levels. Participants in this program are selected on the basis of their demonstrated financial need and academic achievement. They must further commit to working one full year in a licensed child care center for every year they receive a grant. Commitments will be honored for students approved prior to July 1, 1997, under the pre-existing teacher loan assumption program.

5.6.5(d) State Preschool Career Incentive Grant Program **

This program, administered by the Child Development Training Consortium, provides assistance through grants for college course work leading to the attainment of a Child Development Permit at the Teacher, Master Teacher, Supervisor, or Program Director levels. Participants in this program must be current employees in a California Department of Education, Child Development Division funded program. This program serves individuals who do not have access to a Consortium community college campus or attend a four-year college or university. Applications are processed on a first come, first served basis.

Type of Entity Performing these Tasks

A non-TANF State Agency – Student Aid Commission

Other – Community College system

5.6.6 Other Quality Activities Consistent with the Purposes and Requirements of the CCDF



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5.6.6(a) Training TANF Recipients as Child Care Teachers

This successful two-year program trains TANF recipients to become child care and development teachers. CDE proposes an expansion from three to six geographic areas of the State. During the first year, TANF recipients will be selected, enrolled full time in community college course work with tutorial assistance, and assigned mentor teachers to supervise their field placements and provide support and assistance throughout the program. The second year of training will include 32 hours of paid employment per week, continued education to complete 24 units in early childhood education, and 16 units in general education. Each successful TANF recipient will qualify for a Child Development Teacher Permit at the end of the two-year training period.

5.6.6(b) Training TANF Recipients as Licensed or Licensed-Exempt Family Child Care Providers (including providers caring for children in the child's own home) **

This program awards funds to county welfare departments for projects to train TANF recipients to become child care providers. This training is designed to enhance the quality and safety of the care setting, increase the supply of exempt and licensed family child care settings, particularly infant and sick child care, care during non-traditional hours (nights and weekends), and to help welfare recipients meet their work participation requirements. Although counties design programs to meet local needs, each program is asked to target state-identified objectives, requirements and outcome goals.

5.6.6(c) Pre-kindergarten Learning and Development Guidelines **

The Pre-kindergarten Learning and Development Guidelines will be published and support resources, including a video, will be developed. A series of Training of Trainers sessions to support community-based in-service training based on a publication incorporating the Pre-kindergarten Learning and Development Guidelines will be conducted throughout the State. These sessions will target teachers who work with children ages three through five. Participants will receive a copy of the final version of the Pre-kindergarten Learning and Development Guidelines, and other support materials.



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5.6.6(d) Statewide Network for Child Development Permit Matrix Professional Growth Advisors

Funds will be used to conduct a competitive proposal process to identify an agency to coordinate the development of a Statewide network of Child Development Permit Matrix Professional Development Advisors. This selected agency will be responsible for establishing a registry of Professional Growth Advisors; providing training for new advisors; providing refresher training for 700 existing advisors; and developing and maintaining an electronic system for providing information about the professional growth plan requirements.

5.6.6(e) Public Broadcasting Preschool Education Project **

This project will continue to provide training for approximately 2,500 family child care providers and parents and will be conducted within the viewing areas of seven public television stations in Fresno, San Francisco, San Diego, Eureka, San Jose, Los Angeles, and Redding. A training of trainers model will include information on how to use television appropriately in the education of young children. Concepts of emerging literacy will be stressed. Providers will receive a provider handbook, training props, and several storybooks. Each public television station has established a network of trainers in order to offer continued support and to conduct refresher training.

5.6.6(f) Family Child Care Provider Training

The California Family Child Care Training Project was designed to support the professional development of family child care providers who are members of local and statewide family child care provider associations. This project will support the training and networking of family child care providers with the goal of enhancing the quality of services provided to families and their children using family child care settings. Activities include the provision of regional family child care institutes each year, grants to local associations for the provision of locally-determined training activities, and funds to assist in providing substitutes when needed.



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5.6.6(g) Child Care Initiative Project **

The Child Care Initiative Project was created in 1985 to address the shortage of licensed, quality family child care programs in California. The Initiative is conducted by local resource and referral agencies, which implement a five-stage child care supply-building process. This process includes: assessing local supply and demand and targeting shortages of care in specific geographic areas; recruiting interested individuals who have the potential to become licensed family child care providers; training these individuals to provide quality care and to manage a small business effectively; providing technical assistance to help individuals get licensed and started; and providing ongoing support to help them stay in operation. While private and local contributions to match the CCDF funds will be encouraged, a specific matching requirement will not be included since it could act as a barrier to building the supply of licensed family child care providers, especially in rural areas and in areas with high concentrations of poverty.

5.6.6(h) Map to Inclusive Child Care

Funds will be allocated to continue activities included in the strategic plan developed by the advisory committee for the Map to Inclusive Child Care Project. This Project began in State fiscal year 1998-1999 with a federal technical assistance grant to support a statewide initiative to expand opportunities for inclusion of children with disabilities and other special needs in child care settings. Major activities will focus on: developing linkages among key agencies, groups, and stakeholders to create a service delivery system that better meets the needs of children with disabilities and their families; identifying and addressing infrastructure issues, including licensing, that are barriers to inclusion of children with disabilities in child care settings; identifying and disseminating models for training, blended funding, and resource utilization that support best practices for inclusive child care; and working with college faculty to revise early childhood/child development curriculum to include inclusion of children with disabilities. Participants will include representatives from key State agencies including CDE's Special Education Division and the Departments of Developmental Services, Social Services, and Mental Health.



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5.6.6 (i) Inclusion of Children with Disabilities and Special Needs

Funds will be allocated to provide training for preschool and school-age staff on strategies, program practices, program models, and legal requirements regarding inclusion of children with disabilities and children with other special needs in child care and school-age care settings.

Type of Entity Performing these Tasks

A non-TANF State Agency – CDE/CDD

A non-governmental agency – Healthline; Resource and Referral; Center for Health Training

Other – Community College system; Public Television stations; Independent training contractor

- 5.7 Is any entity identified in sections 5.2 – 5.4 or 5.6 a non-governmental entity?
() No.
(X) Yes, the following entities named in this Part are non-governmental:

A non-governmental agency – Healthline; Resource and Referral; Center for Health Training; California School-Age Consortium

School District Superintendents/County Supervisors

Other – WestEd; Community College system; State University system; Public Television stations; Independent program evaluation contractor; Independent training contractor; Community network of child care providers; Public relations firm



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PART 6 - Health and Safety Requirements For Providers

(ONLY THE 50 STATES AND THE DISTRICT OF COLUMBIA COMPLETE PART 6.
ONLY TERRITORIES COMPLETE PART 7.)

The National Resource Center for Health and Safety in Child Care (NRCHSCC) of DHHH's Maternal and Child Health Bureau supports a comprehensive, current, on-line listing of the licensing and regulatory requirements for child care in the 50 States and the District of Columbia. In lieu of requiring a State Lead Agency to provide information that is already publicly available, ACF accepts this compilation as accurately reflecting the States' licensing requirements. The listing, which is maintained by the University of Colorado Health Sciences Center School of Nursing, is available on the World Wide Web at: <http://nrc.uchsc.edu/>

Section 6.1 - Health and Safety Requirements for Center-Based Providers

(658E(c)(2)(F), §98.41(a), §98.16(j))

- 6.1.1 Are all center-based providers paid with CCDF funds subject to licensing under State law, which is reflected in the NRCHSCC's compilation referenced above? If:
- YES, check here and go to Section 6.2 ____.
 - NO, go to question 6.1.2
- 6.1.2 For that center-based care which is NOT licensed, and therefore not reflected in NRCHSCC's compilation, the following health and safety requirements apply to child care services provided under the CCDF for:
- The prevention and control of infectious disease (including immunizations)

License-exempt center-based providers consist solely of before-and after-school school-age centers operated by school districts and private schools for their pupils. All staff and children in care must meet the state's prevention and control of infectious disease and immunization regulations for both public and private schools. These regulations are included in the California Health and Safety Code, Sections 3380-3390 and 3450-3456.



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-
- Building and physical premises safety

License-exempt center-based providers consist solely of before-and after-school school-age centers operated by school districts and private schools for their pupils. Facilities operated by public schools must meet all health and safety regulations governing school facilities. Facilities operated by private schools must meet local city or county ordinances, obtain a fire clearance from the State Fire Marshal, and have staff cleared through the Criminal Record Identification system operated by the California Department of Justice.

- Health and safety training

License-exempt center-based providers consist solely of before- and after-school school-age centers operated by school districts and private schools for their pupils. Staff in license-exempt programs operated by public or private schools are required to meet the same standards as staff in licensed facilities.

Section 6.2 - Health and Safety Requirements for Group Home Providers

(658E(c)(2)(F), §98.41(a), §98.16(j))

- 6.2.1 Are all group home providers paid with CCDF funds subject to licensing under State law, which is reflected in the NRCHSCC's compilation referenced above? If:
- YES, check here and go to Section 6.3 X.
 - NO, go to question 6.2.2
- 6.2.2 For that group home care which is NOT licensed, and therefore not reflected in NRCHSCC's compilation, the following health and safety requirements apply to child care services provided under the CCDF for:
- The prevention and control of infectious disease (including immunizations)

N/A



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-
-
- Building and physical premises safety

N/A

- Health and safety training

N/A

Section 6.3 - Health and Safety Requirements for Family Providers (658E(c)(2)(F), §98.41(a), §98.16(j))

- 6.3.1 Are all family home child care providers paid with CCDF funds subject to licensing under State law which is reflected in the NRCHSCC's compilation referenced above? If:
- YES, check here and go to Section 6.4 ____.
 - NO, go to question 6.3.2

- 6.3.2 For that family home care which is NOT licensed, and therefore not reflected in NRCHSCC's compilation, the following health and safety requirements apply to child care services provided under the CCDF for:

- The prevention and control of infectious disease (including immunizations)

Family providers that care for the children of one other family besides their own children are exempt from licensing. These license-exempt family providers, except for aunts, uncles, and grandparents, must certify that they have been tested within 12 months prior to employment and were free of tuberculosis. The provider must submit a certification statement that he/she is free of communicable diseases and is physically and mentally capable of caring for children.

- Building and physical premises safety

Family providers that care for the children of one other family besides their own children are exempt from licensing. The exempt provider, except for aunts, uncles, and grandparents, shall complete the Health and Safety Self-Certification with the parent of the child to be placed in care. This checklist certifies that the provider's home contains a functioning fire



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extinguisher and smoke alarm, that poisonous materials are stored away from food and out of the reach of children, that home and yard are free of safety hazards, that the parent(s) will have unlimited access to his/her child(ren) in care, and other similar statements.

The exempt provider (except grandparents, aunts, and uncles) must submit a Trustline application and either two fingerprint cards or verification of Live Scan submission of fingerprints to the local resource and referral program for submission to the California Department of Social Services for criminal investigation and child abuse registry clearance. Evidence of the submission of the Trustline application and the fingerprint cards to the resource and referral program along with the Health and Safety Self-Certification must be submitted to the certificate program (APP including CWDs) within 14 days of the first date of child care service in order for payment to the provider to continue beyond 28 days after the first date of service.

- Health and safety training

Family providers that care for the children of one other family besides their own children are exempt from licensing. Certificate program (APPs including CWDs) staff shall, except for aunts, uncles, and grandparents, review the contents of the Health and Safety Self-Certification with the provider and shall refer the provider to the local resource and referral program for training materials and information about available health and safety training opportunities.

Section 6.4 - Health and Safety Requirements for In-Home Providers

(658E(c)(2)(F), §98.41(a), §98.16(j))

- 6.4.1 Are all in-home child care providers paid with CCDF funds subject to licensing under State law which is reflected in the NRCHSCC's compilation referenced above? If:
-YES, check here and go to Section 6.5 ____.
- NO, go to question 6.4.2
- 6.4.2 For that in-home care which is NOT licensed, and therefore not reflected in NRCHSCC's compilation, the following health and safety requirements apply to child care services provided under the CCDF for:



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-
- The prevention and control of infectious disease (including immunizations)

Providers that care for children in the child's own home are exempt from licensing. These license-exempt providers, except for grandparents, aunts, and uncles, must certify that they have been tested within 12 months prior to employment and were free of tuberculosis. The provider must submit a certification statement that he/she is free of communicable diseases and is physically and mentally capable of caring for children.

- Building and physical premises safety

Providers that care for children in the child's own home are exempt from licensing. The provider, except for aunts, uncles, and grandparents, shall complete the Health and Safety Self-Certification with the parent of the child to be placed in care. This checklist certifies that the child's own home contains a functioning fire extinguisher and smoke alarm, that poisonous materials are stored away from food and out of the reach of children, that the home and yard are free of safety hazards, that the parent(s) will have unlimited access to his/her child(ren) in care, and other similar statements.

Within 14 days from the first date of service, the provider (except grandparents, aunts, and uncles) must submit a Trustline application and either two fingerprint cards or verification of Live Scan submission of fingerprints to the local resource and referral program. The Trustline application and the fingerprint cards are then submitted to the California Department of Social Services for criminal investigation and child abuse registry clearance. Evidence of the submission of the Trustline application and to the resource and referral program along with the Health and Safety Self-Certification must be submitted to the certificate program within 14 days of the first date of child care service in order for payment to the provider to continue beyond 28 days after the first date of service.



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- Health and safety training

Providers that care for children in the child's own home are exempt from licensing. Certificate program staff shall, except for aunts, uncles, and grandparents, review the contents of the Health and Safety Self-Certification with the provider and shall refer the provider to the local Resource and Referral program for training materials and information about available health and safety training opportunities.

Section 6.5 - Exemptions to Health and Safety Requirements

At State option, the following relatives: grandparents, great grandparents, aunts, uncles, or siblings who live in a separate residence from the child in care, may be exempted from health and safety requirements (658P(5)(B), §98.41(a)(1)(ii)(A)). Indicate the Lead Agency policy regarding these relative providers:

- () All relative providers are subject to the same requirements as described in sections 6.1 - 6.4 above, as appropriate; there are no exemptions for relatives or different requirements for them.
- () All relative providers are exempt from all health and safety requirements.
- (X) Some or all relative providers are subject to different health and safety requirements from those described in sections 6.1 - 6.4. The following describes those different requirements and identifies which relatives they apply to:

non-resident siblings and great-grandparents are not exempt from the health and safety requirements.

Section 6.6 - Enforcement of State Licensing Requirements

The following is a description of how State licensing requirements are effectively enforced: (658E(c)(2)(E), §98.40(a)(2))

CDSS, Community Care Licensing Division (CCLD) is responsible for licensing and evaluating child care in California. Thirteen district offices, employing 192 Child Care Licensing Program Analysts (LPAs), monitor all licensed child care facilities except for family child care homes licensed by those CWDs under contract with CCLD. Currently,



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there are 12,848 licensed child care centers, including infant, preschool, school age, and centers for mildly ill children, and 42,588 licensed family child care homes statewide.

To ensure the maximum health and safety of children, LPAs monitor compliance with CCLD laws and regulations by conducting group orientations for potential applicants; issuing or denying licenses; performing mandated on-site facility visits; citing deficient areas, and assessing civil penalties when corrections are not made; investigating complaints against facilities; referring licensees for technical support to the Advocate Branch; and initiating or recommending enforcement actions against facilities when compliance cannot be obtained.

Section 6.7 – Assurance Regarding Immunizations

The State assures that children receiving services under the CCDF are age-appropriately immunized, and that the health and safety provisions regarding immunizations incorporate (by reference or otherwise) the latest recommendation for childhood immunizations of the State public health agency. (§98.41(a)(1))

The State exempts the following children from immunization (check all that apply):

- ☐ Children who are cared for by relatives (defined as grandparents, great grandparents, siblings (if living in a separate residence), aunts and uncles).
- ☐ Children who receive care in their own homes.
- ☒ Children whose parents object to immunization on religious grounds.
- ☒ Children whose medical condition contraindicates immunization.

Although California has immunization standards for children ages two months and older, there is no assurance that children in license-exempt child care have been immunized. California has no authority to require immunization unless the children receive care in licensed family child care homes and child care centers. Families must present proof of immunization prior to receiving services in licensed centers or family child care homes.



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APPENDIX 1 -- PROGRAM ASSURANCES AND CERTIFICATIONS

The Lead Agency, named in Part 1 of this Plan, assures that:

- 1) upon approval, it will have in effect a program which complies with the provisions of the Plan printed herein, and is administered in accordance with the Child Care and Development Block Grant Act of 1990 as amended, Section 418 of the Social Security Act, and all other applicable Federal laws and regulations.
(658D(b), 658E(a))
- (2) the parent(s) of each eligible child within the State who receives or is offered child care services for which financial assistance is provided is given the option either to enroll such child with a child care provider that has a grant or contract for the provision of the service; or to receive a child care certificate.
(658E(c)(2)(A)(i))
- (3) in cases in which the parent(s) elects to enroll the child with a provider that has a grant or contract with the Lead Agency, the child will be enrolled with the eligible provider selected by the parent to the maximum extent practicable.
(658E(c)(2)(A)(ii))
- (4) the child care certificate offered to parents shall be of a value commensurate with the subsidy value of child care services provided under a grant or contract.
(658E(c)(2)(A)(iii))
- (5) with respect to State and local regulatory requirements, health and safety requirements, payment rates, and registration requirements, State or local rules, procedures or other requirements promulgated for the purpose of the Child Care and Development Fund will not significantly restrict parental choice from among categories of care or types of providers. (658E(c)(2)(A), §98.15(p), §98.30(g), §98.40(b)(2), §98.41(b), §98.43(c), §98.45(d)).



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The Lead Agency also certifies that:

- (1) it has procedures in place to ensure that providers of child care services for which assistance is provided under the Child Care and Development Fund afford parents unlimited access to their children and to the providers caring for their children during the normal hours of operations and whenever such children are in the care of such providers. (658E(c)(2)(B))
- (2) it maintains a record of substantiated parental complaints and makes information regarding such complaints available to the public on request. (658E(c)(2)(C))
- (3) it will collect and disseminate to parents of eligible children and the general public, consumer education information that will promote informed child care choices. (658E(c)(2)(D))
- (4) it has in effect licensing requirements applicable to child care services provided in the State. (658E(c)(2)(E))
- (5) there are in effect within the State (or other area served by the Lead Agency), under State or local law, requirements designed to protect the health and safety of children; these requirements are applicable to child care providers that provide services for which assistance is made available under the Child Care and Development Fund. (658E(c)(2)(F))
- (6) procedures are in effect to ensure that child care providers that provide services for which assistance is provided under the Child Care and Development Fund comply with all applicable State or local health and safety requirements. (658E(c)(2)(G))
- (7) payment rates under the Child Care and Development Fund for the provision of child care services are sufficient to ensure equal access for eligible children to comparable child care services in the State or sub-State area that are provided to children whose parents are not eligible to receive assistance under this program or under any other Federal or State child care assistance programs. (658E(c)(4)(A))



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APPENDIX 2 - Eligibility and Priority Terminology

For purposes of determining eligibility and priority for CCDF-funded child care services, lead agencies must define the following terms. (658P, 658E(c)(3)(B))

- (1) attending (a job training or educational program) -

Means that the parent has certified and submitted documentation of their participation in a job training or educational program leading to employment.

- (2) in loco parentis -

Means any person living with a child who has responsibility for the care and welfare of the child.

- (3) job training and educational program -

Means a vocational training or educational program that will lead directly to a recognized trade, para-profession or profession.

- (4) physical or mental incapacity (if the Lead Agency provides such services to children age 13 and older) -

Means that the child is physically or mentally incapable of self-care as determined by a legally qualified professional, i.e., a person licensed under applicable laws and regulations of the State of California to perform legal, medical, health, or social services for the general public.

- (5) protective services -

Means children receiving protective services through the local CWD's child protection unit as well as children identified by a legal, medical, social service agency or emergency shelter as abused, neglected or exploited, or at risk of abuse, neglect or exploitation.

- (6) residing with -

Means living in the same household.



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-
- (7) special needs child –

Means a child who is limited-English-proficient, has exceptional needs, is severely handicapped, or is receiving child protective services.

- (8) Working -

Means employment or seeking employment by the parent(s) that precludes the supervision of the family's child(ren).

- (9) Additional terminology related to conditions of eligibility or priority established by the Lead Agency:

Very low income means families with incomes adjusted for family size that are at or below 50 percent of the state median income (SMI).



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APPENDIX 3 – Certifications (on file)



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Attachment A

Description of California Rate Structures

Reference: State Plan Section 3.2

California does not use a set rate schedule for paying providers of subsidized child care and development programs. The rate structures are different for certificate programs versus contracts to provide direct service.

Direct Service Contractors:

Centers and family child care home networks under contract to CDE are reimbursed based upon one of two statutorily established rates. One rate applies to providers required to operate pursuant to Title 5 of the California Code of Regulations. The other rate is established for programs that operate pursuant to Title 22 of the California Code of Regulations. In this structure, the equal access concept applies in reverse – equal access to comparable services is provided to children whose parents are not eligible if such parents pay a fee equal to the rate provided for eligible children.

Certificate Programs:

Each year a regional market rate survey is conducted to determine the market rates and rate ceilings for child care services. The survey determines the market rates by sampling providers in center-based care and family child care homes, for both full-time and part-time children, for three different age groupings. The rate ceilings are then determined by calculating 1.5 standard deviations from the median rates. Adjustment factors are applied to the standard rate ceilings to allow for a higher rate for special needs children and for evening and weekend care.

Contractors are required to pay each provider the same rate(s) the provider charges nonsubsidized families, not to exceed the rate ceiling described above for the type of care provided. In this way, equal access to comparable care is ensured in each county in the State. The complete Market Rate Survey follows.